

# Virginia Wireless E-911 Services Board

## Project Management Monthly Activity Report

Vendor: L.R. Kimball  
 Region/Locality: Tri-Cities  
 Period: Aug-03

Activity Report					
Task	Locality	% Complete	Total Hours	Hours this period	Comments
<b>Active Tasks</b>					
<b>WSP/LEC/Coordination and Testing</b>				<b>15.00</b>	
Completed P II questionnaire for Sprint PCS	Hopewell		4.00		
Completed CRS for T-Mobile	Hopewell		3.00		
Completed P II questionnaire for Triton PCS	Hopewell		4.00		
Conference calls with all carriers for status updates	Region		4.00		
<b>REPORTING</b>				<b>10.00</b>	
Prepare monthly reports for the state	Region		8.00		
Update PSAPs on status	Region		2.00		
<b>COST RECOVERY</b>				<b>46.00</b>	
At PSAP request worked on FY03 True-Ups	New Kent, Charles City, Petersburg, Col Hts.		42.00		Determined allowable expenses, determined accurate call counts, compiled list of cost justifications to provide to WSB, helped complete reports, provided training so the PSAP can do it on their own next year
Began FY05 funding request preparation	Region		2.00		
Checked with all PSAP's to determine level of assistance needed for True-Up completion	Region		2.00		
<b>TRAINING</b>				<b>8.00</b>	
Training course preparation for P I and II operations	Region		8.00		
<b>GIS/PLANNING FOR MAPPING</b>				<b>46.00</b>	
Worked with New Kent Co at their request to help them with map display RFP.	New Kent		32.00		Worked to determine map display needs, explained current configs available, worked with County to develop draft of RFP, answered questions from County Administrator, worked with County GIS to determine current data collection, worked to provide final draft of RFP

[illegible]